

KENTUCKY BOARD OF HOME INSPECTORS
MEETING MINUTES
July 9, 2013

A meeting of the Kentucky Board of Home Inspectors was held at the Office of Occupations and Professions in Frankfort, KY on July 9, 2013.

MEMBERS PRESENT

Kevin Farris, Chairman
Mitch D. Buchanan, Vice Chairman
Mark G. Oerther
Mark Schmidt
J.R. Bone
James A. Chandler
Robert P. Johnson

MEMBERS ABSENT

Ken Fister

OCCUPATIONS AND PROFESSIONS STAFF

Diana Jarboe, Board Administrator
Justin Turner, IT Staff

OFFICE OF THE ATTORNEY GENERAL

Brian Judy, Office of the Attorney General

GUESTS

Steve Keeney
Bud Wenk
Don Gaines
Michael Hefling
Dennis Horlander

CALL TO ORDER

Kevin Farris, Board Chairman, called the meeting to order at 10:10 a.m.

MINUTES

A motion was made by Mr. Buchanan to approve the meeting minutes from June 11, 2013. Mr. Bone seconded that motion and it carried.

MONTHLY FINANCIAL REPORT

The financial statement for the month ending June 30, 2013 was presented to the Board for review. The report was reviewed with significant discussion of the Board's budget.

LICENSURE STATUS REPORT

Ms. Jarboe informed the Board there are currently 292 active licensed Home Inspectors.

OCCUPATIONS AND PROFESSIONS REPORT

Matt Osborne joined O&P as the new Executive Director on July 1, 2013. Justin Turner joined O&P on June 17, 2013 as the new IT person for the office. Ms. Jarboe reminded the Board members to submit any unusual expenditure for this fiscal year to the Fiscal Department of O&P. Mr. Turner informed the Board that meetings are scheduled in regards to the database upgrade. The Pension Reform. KRS 131.1817, is scheduled to take effect this month. The Board discussed the impact of this regulation on the licensees. Mr. Horlander, State Representative, offered assistance with

amending the policy of license revocation by the Department of Revenue, should the Board decide to do so.

BOARD COUNSEL REPORT

Assistant Attorney General, Brian Judy, reported that Mr. Romancik had finally been served and Mr. Romancik has 20 days to answer. Mr. Judy will update the Board next month on the status of this case.

Mr. Judy instructed all Board members to review the drafted regulations and email him with any changes to be made. Ms. Jarboe will email all drafted regulations to all Board members.

OLD BUSINESS

With O&P IT staff, Mr. Turner, in attendance at the meeting, the website committee was able to ask questions and discuss the goals of the Board's website. Members of the Board will email Mr. Turner directly in regards to changes of the Board's website. Mr. Turner took note of the requests of the website committee regarding capabilities of the database and will address those in the upcoming database project meetings.

Mr. Johnson reported his research and ideas regarding a possible "Research and Protection Fund" including a dedicated savings account for the funds and educational and informational uses of the funds. Board members discussed purchasing supplies for a booth set up at exhibitions, fairs, schools, etc. in an effort to be present and available to the public. Mr. Bone brought to attention the need for a statute to reflect the establishment and management of this fund. The Board will continue this discussion at the meeting in August.

NEW BUSINESS

- The Board members reviewed the Board member roster and advised of changes needed.
- Ms. Jarboe asked the Board members to address the status of any pending licensee applications or renewals. Mr. Oerther motioned to add a pending status within the database for applications that are pending receipt of additional information to be reviewed by the Board at the next meeting. Mr. Buchanan seconded the motion, and the motion carried.
- Ms. Jarboe reported good progress on the project of the database cleanup. A new inspector directory has been posted and will continue to be updated timely.
- During the process of cleaning up the database there have been licensees requested to resubmit their application for Board review. Mr. Buchanan motioned to issue a \$25.00 refund to any licensee who resubmits an application at the Board's request. Mr. Chandler seconded the motion and the motion carried.
- The Board discussed the creation of Brochures to be available to the public. Ms. Jarboe will request information on the process of having brochures made.
- The Board made clarification on required background checks. Ms. Jarboe was unclear of the requirements outside of a KSP report with every initial and renewal application. The Board members concurred that the applicants should be submitting background checks for each state of residence within the last five years.

EDUCATION COMMITTEE REPORT

No meeting this month, applications deferred to August.

APPLICATIONS COMMITTEE

The Applications Committee made the following recommendations:

- Renewal applications to be approved – Joe Wilcox, Thomas Michael Wilkerson, Terry Yaeger, Mary Anne Tonini, and Michael Dreyer,
- Renewal applications to be denied – Joe Frohn and David Garrison, both for lack of continuing education credits completed.
- Initial licensure applications to be approved – Ronnie Bingham, James Chasteen, Michael Cox, Christopher Fleming, Michael Hefling, Richard Schoot, Robert Scroggin, and Jonathon Small.
- Initial licensure applications to be deferred – Daniel Ayers, awaiting complete background information.

Mr. Buchanan made a motion to accept the recommendation of the Applications Committee, Mr. Chandler seconded the motion, and it carried.

COMPLAINTS COMMITTEE

The complaint Committee did not have any complaint cases ready for Board action.

The following are still ongoing:

- 13-KBHI-0121
- 12-KBHI-0181
- 2013-05
- 2013-07
- 2013-08
- 2013-09

TRAVEL AND PER DIEM

Mr. Buchanan made a motion to approve the travel and per diem for members attending today's meeting. The motion, seconded by Mr. Bone, carried.

NEXT MEETING

The next meeting is scheduled for Tuesday, August 13, 2013, 10:00am at the Office of Occupations and Professions in Frankfort, KY.

ADJOURNMENT

Mr. Bone made a motion to adjourn at 12:45pa.m. The motion, seconded by Mr. Chandler, carried.